

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday December 9, 2002 – 5:00 p.m.
Warrenton-Fauquier Airport Conference Room

1. Call to Order:

The Chairman called the meeting of the Fauquier County Airport Committee to order at 5:00 p.m. on 9 December 2002 in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

Committee (Voting) Members:

James W. Van Luven
Sharon Grove McCamy

Lee District Representative, Chairman
Fauquier County Board of Supervisors
Lee District Representative

Willis P. Risdon
Arthur Nash
Charles M. Medvitz
Dennis Hunsberger
Rick Gerhardt
Bob Newman

Citizen at Large
Marshall District Representative
Scott District Representative
Citizen at Large
Cedar Run District Representative
Airport Tenant/Owner

County Staff:

Tony Hooper

Assistant County Administrator

Staff:

Cindi Martin
Ron Gatewood
Mike Dubeau
Chad Carper

Campbell and Paris Engineers
FBO – Tracey Corporation
Campbell and Paris Engineers
Campbell and Paris Engineers

Absent:

Kenneth W. Hyde
Sparky Lewis

Center District Representative
Town of Warrenton

Visitors:

Kathleen Dillon
Appian Chapman
Michael Aubrey
David Fields
Tom Silhersigie
John Ohlinger
Don Rhynolds

2. Welcome and Introductions:

Chairman Van Luven opened the meeting and indicated that this meeting, December 9, 2002, will serve for November & December meetings of the Airport Committee given the conflicts with the holidays. He welcomed those in attendance. Chairman Van Luven also welcomed Bob Newman to his first official meeting. Bob was appointed by the Supervisors from a group of airport tenants/owners who expressed a willingness to serve on the Airport Committee.

3. Citizens Time:

Visitors present introduced themselves to the Airport Committee.

4. Adoption of the Agenda:

Sharon McCamy moved and Chuck Medvitz seconded a motion to adopt the agenda as presented. The motion was carried unanimously.

5. Adoption of the Minutes:

Chuck Medvitz moved and Sharon McCamy seconded a motion to adopt the October 28, 2002 meeting minutes as presented. The motion was carried unanimously.

6. Finance Committee Report:

Dennis Hunsberger reported that the Finance Committee had not had a formal committee meeting since the last Board meeting. He indicated that most recent monthly reports indicated that the Airport Fund had a balance of approximately \$117,000. The Committee will be working with the Airport Manager to review collection procedures pertaining to airport tenants.

7. Update from Airport Manager - Cindi Martin:

The attached report was reviewed by Cindi Martin. Comments were offered regarding the radio frequencies, and it was noted that Montgomery County airport was also in the process of changing frequencies. It was also noted that when Louisa County went to a new frequency that it was necessary for some plane owners to make substantial purchases to change radio equipment on their airplanes.

Cindi reviewed the results of responding to the recent snowfall. This was the first significant storm and two years and marked the first time the County was responsible for snow removal. The first effort went well although some issues pertaining to access to the two new t-hangars and the location of snow rows will be addressed differently in the future. The Operations Committee will develop a snow emergency policy with the Airport Manager.

8. Update from Campbell and Paris:

Chad Carper reported that work on the first phase of the project had been initiated. It is anticipated that most of the tree clearing will take place this winter. Chad introduced Mike Debeau, who is the construction manager on the project. They indicated that there will be some pitt burning during the removal work, but the procedure should produce smoke that might interfere with airport operations.

Chad reported that a final inspection on the new t-hangar was recently completed. The project is substantially complete and final punch last items will be addressed in the Spring when conditions are more appropriate to finalize the site work.

9. Update from Tony Hooper:

Tony Hooper indicated that new hangar and tie down leases were being drafted. Copies were distributed. Tony indicated that he and the Chairman and Vice-Chairman planned to attend the December meeting of the Virginia Department of Aviation with the intent to continuing to advocate for the capital funds for Phase II of the runway project.

Bob Newman commented that he would like the opportunity to further review and comment on the new lease form. Issues such as, the amount of insurance to be required and the use of hangars for the storage of non-airworthy planes needed further consideration.

Chairman Van Luven asked Bob Newman to be the coordinator of input from existing owners and tenants. It was agreed that Bob would seek input through December 20, 2002 and that recommendations concerning the final lease forms would be considered at the January 2003 meeting.

Visitors present also asked the County to consider accepting payments via credit card. Tony Hooper responded that this was not an option at present, but would be considered in the future in conjunction with the Treasurer and general County collection procedures.

Tony Hooper reported that he and the Finance Committee members were meeting with Ron Gatewood to review the status of the FBO agreement and in response to economic conditions impacting the general aviation industry.

Ron Gatewood indicated that due to adverse economic conditions, that Tracy Corporation had layed off all permanent personnel. He felt that Tracy Corporation would not continue in business beyond the next thirty to sixty days, but would continue to provide airport services during this period.

Tony Hooper indicated that there would be further meetings to review a variety of options to continue airport support services.

Chuck Medvitz asked about the status of the request from Midland to construct a third t-hangar. The County CIP submission to the State was reviewed and can be amended in the

future. However, it was discussed that given the current State budget issues and the need to revise the FBO lease, that this request would be held in abeyance until these issues were resolved.

Meetings of the Finance Committee and Operations Committee were scheduled for December 17, 2002 @ 12:00 noon and 1:30 p.m. at the Vint Hill Economic Development Authority office.

Ron Gatewood invited all to a Christmas Open House to be held on December 21, 2002 from 11:00 a.m. to 2:00 p.m.

The next meeting is scheduled for 5:30 p.m. January 27, 2003. With no further business, the meeting adjourned at 6:35 p.m.

Note: attachments are available upon request in the County Administrator's Office